

Approval for repairs form.

Details to be filled by site engineer.

Company:	GVDC
Site:	Genopolis
Type of pump:	submersible pump
Pump capacity:	3HP
Approximate cost of new pump:	30,000/-
Pump under warranty	Yes / No
Pump sent for repair on:	03/10/22
Pump sent for repair to:	SVR Pumps&Allied Services
Description of repair/remark Servicing & Spares	
servicing & spares.	

Details to be filled by Purchase.

Estimated cost of repair:	3953
Approved cost of repair:	3755
Remarks Rewinding,Bearings,Servicing.	

Approved by:	Site engineer	Purchase	MD
Name:			
Sign:			
Date:			

Notes:

1. Form to be filled by site and sent to purchase.
2. Pump to be sent to workshop by site for repair. DO NOT SEND to purchase.
3. Site to obtain estimate of repair from workshop and sent to purchase.
4. Purchase to approve repair cost only if the cost exceeds Rs. 1,000/-.
5. MDs approval is required only if repair cost exceeds Rs. 2,000/-.
6. Exact description of pump must be made by Internal memo no. 912/109/A(i.e., self priming dewatering pump, open well submersible pump, mono block pump, borewell pump, cutter type sewage pump, pressure booster pump, diesel dewatering pump).
7. Capacity of the pump must be determined by checking the label on the pump (do not guess).
8. Sites shall be responsible for delivery and pickup of pump.
9. Form to be filled by hand, scanned and sent to purchase.

